

# **Texas Commission On Environmental Quality**

## **AGENDA ITEM REQUEST**

**AGENDA REQUESTED:** July 9, 2008

**DATE OF REQUEST:** June 10, 2008

**NAME & NUMBER OF PERSON TO CONTACT REGARDING CHANGES TO THIS REQUEST, IF NEEDED:** Barbara Mayer at 239-4739

**CAPTION:** Docket No. 2008-0942-MIS. Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts by certain state agencies. [David Timberger]

**Chief Clerk must send Notice of Application/Hearing:**

**Type of Matter:**

**County:**

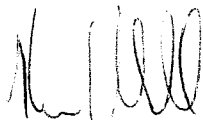
**Uncontested:**

**Contested:**

CHIEF CLERKS OFFICE

JUN 20 PM 3:49

TEXAS  
COMMISSION  
ON ENVIRONMENTAL  
QUALITY



---

**Kevin McCalla, Director**  
**General Law Division**

# TEXAS COMMISSION ON ENVIRONMENTAL QUALITY



A RESOLUTION      Regarding acceptance of gifts and donations in accordance with Chapter 575 of the Government Code concerning acceptance of gifts and donations by certain state agencies;  
**2008-0942-MIS.**

WHEREAS, Chapter 575 of the Government Code provides that a majority of the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500.00 or more in an open meeting no later than the 90<sup>th</sup> day after the date the gift is accepted.

WHEREAS, a list of gifts and donations submitted for acknowledgment is attached as Exhibit "A." The gifts have been accepted by the Executive Director. The list includes a description and amount of each gift or donation with a value of \$500.00 or more, the donor's name, and a statement regarding the purpose of each gift or donation in accordance with Section 575.004 of Chapter 575.

NOW, THEREFORE BE IT RESOLVED BY THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY that the Commission acknowledges acceptance of the gifts and donations listed in Exhibit "A" in accordance with Chapter 575 of the Government Code.

Issued this the \_\_\_\_ day of \_\_\_\_\_, 2008

TEXAS COMMISSION ON  
ENVIRONMENTAL QUALITY

---

Buddy Garcia, Chairman

# **Exhibit A**

## June 2008

REIMBURSING ORGANIZATION NAME	TRAVELERS	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	DATE RECEIVED	REIMBURSED	REIMBURSED TOTAL
"Association of State Drinking Water Administrators - AOSDWA"	Kunze, Jeffrey	01/22/08-01/25/08	New Orleans, LA	Attend the AOSDWA Security Coordinators Workshop	03/25/08	Public Transport: \$33.00 Air: \$442.75 Meals: \$108.44 Lodging: \$406.41 Parking: \$24.00	\$1,014.60
Association of State and Territorial Solid Waste Management Officials - ASTSWMO	Cedilote, Marshall	11/08/07-11/09/07	Washington, D.C.	ASTSWMO Focus Group Meeting	03/06/08		\$1,450.88
						Fares: \$62.05 Air: \$749.60 Meals: \$178.93 Lodging: \$460.30	
ASTSWMO	Greer, David	03/04/08-03/07/08	Crystal City, VA	Resource Conservation Challenge Workshop	03/24/08	Air: \$787.00 Meals: \$116.59 Lodging: \$664.80 Parking: \$36.00 Mileage: \$11.64	\$1,616.03

ASTSWMO	Posnick, Allan	02/21/08-02/22/08	Washington, D.C.	Participate in ASTSWMO State/Federal Issues Coordination Focus Group	05/19/08	Transportation: \$18.75 Air: \$512.00 Meals: \$52.50 Lodging: \$460.00 Parking: \$18.00 Mileage: \$14.55	\$1,075.80
ASTSWMO	Posnick, Allan	06/10/07-06/12/07	Washington, D.C.	Attend ASTSWMO State/Federal Focus Group Meeting	03/11/08	Transportation: \$17.00 Air: \$551.60 Meals: \$42.00 Lodging: \$370.00 Parking: \$18.00 Mileage: \$16.50	\$1,015.10
ASTSWMO	Reat, Vickie	03/17/08-03/19/08	Washington, D.C.	ASTSWMO Sediments Focus Group Meeting	04/14/08	Fares: \$14.16 Transportation: \$3.00 Air: \$443.00 Meals: \$78.88 Lodging: \$460.30 Parking: \$18.00 Mileage: \$14.55	\$1,031.89
ECOS- Environmental Council of States	Blanchard, George	04/28/08-05/01/08	Nashville, TN	2008 Exchange Network National Meeting	06/10/08	Taxi: \$12.00 Air: \$282.50 Meals: \$114.93 Lodging: \$469.32 Parking: \$24.00	\$902.75

EPA- Environmental Protection Agency	Rubinstein, Carlos	04/15/08-04/17/08	Washington, D.C.	Attend and Participate in the EPA's NAFTA Government Advisory Committee Meeting	06/03/08	Air: \$358.00 Meals: \$166.00 Lodging: \$446.22 Mileage: \$28.28 Misc: \$34.00	\$1,032.50
GWPC- Ground Water Protection Council	Knape, Ben	02/25/08-02/27/08	Washington, D.C.	To Attend the GWPC Meeting	03/19/08	Fares: \$61.00 Transportation: \$118.00 Air: \$592.00 Meals: \$131.00 Lodging: \$498.00	\$1,400.00
Southern Environmental Enforcement Network	Bynum, Malcolm P.	04/14/08-04/18/08	Oklahoma City, OK	Spring 2008 Conference and Board of Directors Meeting	06/05/08	Meals: \$170.00 Lodging: \$340.00 Parking: \$40.00 Mileage: \$389.86	\$939.86
USEPA	Grant, Roberta L.	12/04/07-12/07/07	Orlando, FL	Attend a National Advisory Committee Meeting to develop chemical-specific Acute Exposure Guideline Levels	03/10/08	Transportation: \$69.00 Meals: \$171.50 Lodging: \$334.14 Parking: \$24.00 Mileage: \$15.52	\$614.16

USEPA	Grant, Roberta L.	03/05/08-03/05/08	Alexandria, VA	Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels (NAC/AEGL- 45)	03/26/08			\$1,090.95
						Transportation:	\$2.70	
						Meals:	\$224.00	
						Lodging:	\$825.69	
						Parking:	\$24.00	
						Mileage:	\$14.56	
Western Governors Association	Niemeyer, Stephen M.	04/09/08-04/11/08	San Diego, CA	Support Chairman Garcia in his role as representative at a meeting of the Environment Water Table of the Border Governors Conference and moderate the meeting	05/20/08			
						Air:	\$756.25	\$1,054.45
						Meals:	\$29.71	
						Lodging:	\$247.50	
						Parking:	\$20.99	
						TOTALS:	\$14,238.97	\$14,238.97

**TEXAS COMMISSION ON ENVIRONMENTAL QUALITY  
DECLARATION OF THIRD PARTY REIMBURSEMENT**  
OVER \$500.00

REIMBURSING ORGANIZATION NAME	TRAVELERS	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	DATE RECEIVED	March 2008 through June 2008	
						REIMBURSED	REIMBURSED TOTAL
"Association of State Drinking Water Administrators - AOSDWA	Kunze, Jeffrey	01/22/08-01/25/08	New Orleans, LA	Attend the AOSDWA Security Coordinators Workshop	03/25/08		
						Public Transport:	\$33.00
						Air:	\$442.75
						Meals:	\$108.44
						Lodging:	\$406.41
						Parking:	\$24.00
							\$1,014.60
Association of State and Territorial Solid Waste Management Officials - ASTSWMO	Cedilote, Marshall	11/08/07-11/09/07	Washington, D.C.	ASTSWMO Focus Group Meeting	03/06/08		
							\$1,450.88
ASTSWMO	Greer, David	03/04/08-03/07/08	Crystal City, VA	Resource Conservation Challenge Workshop	03/24/08	Fares:	\$62.05
						Air:	\$749.60
						Meals:	\$178.93
						Lodging:	\$460.30
						Air:	\$787.00
						Meals:	\$116.59
						Lodging:	\$664.80
						Parking:	\$36.00
						Mileage:	\$11.64
							\$1,616.03



ASTSWMO	Posnick, Allan	02/21/08-02/22/08	Washington, D.C.	Participate in ASTSWMO State/Federal Issues Coordination Focus Group	05/19/08	Transportation: \$18.75 Air: \$512.00 Meals: \$52.50 Lodging: \$460.00 Parking: \$18.00 Mileage: \$14.55	\$1,075.80
ASTSWMO	Posnick, Allan	06/10/07-06/12/07	Washington, D.C.	Attend ASTSWMO State/Federal Focus Group Meeting	03/11/08	Transportation: \$17.00 Air: \$551.60 Meals: \$42.00 Lodging: \$370.00 Parking: \$18.00 Mileage: \$16.50	\$1,015.10
ASTSWMO	Reat, Vickie	03/17/08-03/19/08	Washington, D.C.	ASTSWMO Sediments Focus Group Meeting	04/14/08	Fares: \$14.16 Transportation: \$3.00 Air: \$443.00 Meals: \$78.88 Lodging: \$460.30 Parking: \$18.00 Mileage: \$14.55	\$1,031.89
ECOS- Environmental Council of States	Blanchard, George	04/28/08-05/01/08	Nashville, TN	2008 Exchange Network National Meeting	06/10/08	Taxi: \$12.00 Air: \$282.50 Meals: \$114.93 Lodging: \$469.32 Parking: \$24.00	\$902.75

EPA- Environmental Protection Agency	Rubinstein, Carlos	04/15/08-04/17/08	Washington, D.C.	Attend and Participate in the EPA's NAFTA Government Advisory Committee Meeting	06/03/08	Air: \$358.00 Meals: \$166.00 Lodging: \$446.22 Mileage: \$28.28 Misc: \$34.00	\$1,032.50
GWPC- Ground Water Protection Council	Knape, Ben	02/25/08-02/27/08	Washington, D.C.	To Attend the GWPC Meeting	03/19/08	Fares: \$61.00 Transportation: \$118.00 Air: \$592.00 Meals: \$131.00 Lodging: \$498.00	\$1,400.00
Southern Environmental Enforcement Network	Bynum, Malcolm P.	04/14/08-04/18/08	Oklahoma City, OK	Spring 2008 Conference and Board of Directors Meeting	06/05/08	Meals: \$170.00 Lodging: \$340.00 Parking: \$40.00 Mileage: \$389.86	\$939.86
USEPA	Grant, Roberta L.	12/04/07-12/07/07	Orlando, FL	Attend a National Advisory Committee Meeting to develop chemical-specific Acute Exposure Guideline Levels	03/10/08	Transportation: \$69.00 Meals: \$171.50 Lodging: \$334.14 Parking: \$24.00 Mileage: \$15.52	\$614.16

USEPA	Grant, Roberta L.	03/05/08-03/05/08	Alexandria, VA	Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels (NAC/AEGL- 45)	03/26/08				\$1,090.95
						Transportation:	\$2.70		
						Meals:	\$224.00		
						Lodging:	\$825.69		
						Parking:	\$24.00		
						Mileage:	\$14.56		
Western Governors Association	Niemeyer, Stephen M.	04/09/08-04/11/08	San Diego, CA	Support Chairman Garcia in his role as representative at a meeting of the Environment Water Table of the Border Governors Conference and moderate the meeting	05/20/08				
						Air:	\$756.25		\$1,054.45
						Meals:	\$29.71		
						Lodging:	\$247.50		
						Parking:	\$20.99		
						TOTALS:	\$14,238.97		\$14,238.97

# Texas Commission On Environmental Quality

## INTEROFFICE MEMORANDUM

**To:** Commissioners  
Mark R. Vickery, P.G.  
Executive Director

Date: June 17, 2008

**From:** David Timberger, Personnel Attorney  
General Law Division

Kevin McCalla, Director  
General Law Division

Stephanie Bergeron Perdue, Deputy Director  
Office of Legal Services

**Caption:** **Docket No. 2008-0942 MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 of the Government Code provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90<sup>th</sup> day after the date the gift is accepted. Chapter 575 of the Government Code further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." The Executive Director's approval memorandum is attached as Exhibit "D."

### Attachments

Exhibit "A" - Chapter 575 of the Government Code

Exhibit "B" - List of Gifts and Donations

Exhibit "C" - Declaration of Third Party Reimbursement Forms for supporting documentation

Exhibit "D" - Executive Director's approval memorandum

# **Exhibit A**

## **CHAPTER 575. ACCEPTANCE OF GIFT BY STATE AGENCY**

### **§ 575.001. Definitions**

In this chapter:

(1) "Gift" means a donation of money or property.

(2) "State agency" means a board, commission, council, committee, department, office, agency, or other governmental entity in the executive or judicial branch of state government. The term does not include an institution of higher education as defined by Section 61.003, Education Code.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### **§ 575.002. Gifts of \$500 or More**

This chapter applies only to a gift that has a value of \$500 or more.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### **§ 575.003. Acceptance of Gift by State Agency Governing Board**

A state agency that has a governing board may accept a gift only if the agency has the authority to accept the gift and a majority of the board, in an open meeting, acknowledges the acceptance of the gift not later than the 90th day after the date the gift is accepted.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997. Amended by Acts 1999, 76th Leg., ch. 143, § 1, eff. Sept. 1, 1999.

### **§ 575.004. Record of Gift**

A state agency that accepts a gift must record the name of the donor, a description of the gift, and a statement of the purpose of the gift in:

(1) the minutes of the governing board of the agency; or

(2) appropriate agency records, if the agency does not have a governing board.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### **§ 575.005. Acceptance of Gift From Party to Contested Case Prohibited**

A state agency may not accept a gift from a person who is a party to a contested case before the agency until the 30th day after the date the decision in the case becomes final under Section 2001.144. In this section, "contested case" has the meaning assigned by Section 2001.003.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

# **Exhibit B**

ASTSWMO	Greer, David	03/04/08-03/07/08	Crystal City, VA	Resource Conservation Challenge Workshop	03/24/08	Air: Meals: Lodging: Parking: Mileage:	\$787.00 \$116.59 \$664.80 \$36.00 \$11.64	\$1,616.03
---------	--------------	-------------------	------------------	---	----------	--	--	------------



ASTSWMO	Posnick, Allan	02/21/08-02/22/08	Washington, D.C.	Participate in ASTSWMO State/Federal Issues Coordination Focus Group	05/19/08	Transportation: \$18.75 Air: \$512.00 Meals: \$52.50 Lodging: \$460.00 Parking: \$18.00 Mileage: \$14.55	\$1,075.80
ASTSWMO	Posnick, Allan	06/10/07-06/12/07	Washington, D.C.	Attend ASTSWMO State/Federal Focus Group Meeting	03/11/08	Transportation: \$17.00 Air: \$551.60 Meals: \$42.00 Lodging: \$370.00 Parking: \$18.00 Mileage: \$16.50	\$1,015.10
ASTSWMO	Reat, Vickie	03/17/08-03/19/08	Washington, D.C.	ASTSWMO Sediments Focus Group Meeting	04/14/08	Fares: \$14.16 Transportation: \$3.00 Air: \$443.00 Meals: \$78.88 Lodging: \$460.30 Parking: \$18.00 Mileage: \$14.55	\$1,031.89
ECOS- Environmental Council of States	Blanchard, George	04/28/08-05/01/08	Nashville, TN	2008 Exchange Network National Meeting	06/10/08	Taxi: \$12.00 Air: \$282.50 Meals: \$114.93 Lodging: \$469.32 Parking: \$24.00	\$902.75

EPA- Environmental Protection Agency	Rubinstein, Carlos	04/15/08-04/17/08	Washington, D.C.	Attend and Participate in the EPA's NAFTA Government Advisory Committee Meeting	06/03/08	Air: \$358.00 Meals: \$166.00 Lodging: \$446.22 Mileage: \$28.28 Misc: \$34.00	\$1,032.50
GWPC- Ground Water Protection Council	Knape, Ben	02/25/08-02/27/08	Washington, D.C.	To Attend the GWPC Meeting	03/19/08	Fares: \$61.00 Transportation: \$118.00 Air: \$592.00 Meals: \$131.00 Lodging: \$498.00	\$1,400.00
Southern Environmental Enforcement Network	Bynum, Malcolm P.	04/14/08-04/18/08	Oklahoma City, OK	Spring 2008 Conference and Board of Directors Meeting	06/05/08	Meals: \$170.00 Lodging: \$340.00 Parking: \$40.00 Mileage: \$389.86	\$939.86
USEPA	Grant, Roberta L.	12/04/07-12/07/07	Orlando, FL	Attend a National Advisory Committee Meeting to develop chemical-specific Acute Exposure Guideline Levels	03/10/08	Transportation: \$69.00 Meals: \$171.50 Lodging: \$334.14 Parking: \$24.00 Mileage: \$15.52	\$614.16

USEPA	Grant, Roberta L.	03/05/08-03/05/08	Alexandria, VA	Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels (NAC/AEGL- 45)	03/26/08				\$1,090.95
						Transportation:	\$2.70		
						Meals:	\$224.00		
						Lodging:	\$825.69		
						Parking:	\$24.00		
						Mileage:	\$14.56		
Western Governors Association	Niemeyer, Stephen M.	04/09/08-04/11/08	San Diego, CA	Support Chairman Garcia in his role as representative at a meeting of the Environment Water Table of the Border Governors Conference and moderate the meeting	05/20/08				\$1,054.45
						Air:	\$756.25		
						Meals:	\$29.71		
						Lodging:	\$247.50		
						Parking:	\$20.99		
						TOTALS:	\$14,238.97		\$14,238.97

# **Exhibit C**

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

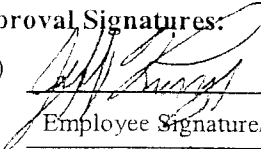
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

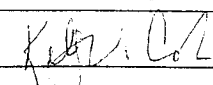
(1) Employee's Name: Jeffrey Kunze  
(2) Dates of Travel: 01/22/08 -01/25/08  
(3) Destination: New Orleans, LA  
(4) Purpose: Attend The Association of State Drinking Water Administrator's Security Coordinators Workshop  
(5) Reimbursing Organization: Association of State Drinking Water Administrators

**(6) Itemized Expenses:**

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 33.00	
Rental Car	\$	
Air	\$ 442.75	
Meals	\$ 108.44	
Lodging	\$ 406.41	
Parking	\$ 24.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1014.60	

**Approval Signatures:**

(7)  3/17/08  
Employee Signature/Date

(8)  3/24/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

TCEQ-10051 (Rev. 01/2007)

# DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Marshall Ledette  
 (2) Dates of Travel: November 8-9, 2007  
 (3) Destination: Washington DC  
 (4) Purpose: ASTSOWMIA Group Meeting  
 (5) Reimbursing Organization: ASTSOWMIA

## (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 62.05	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 749.60	
Meals	\$ 178.93	
Lodging	\$ 460.30	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc (Describe under comments)	\$	
Grand Total	\$ 1450.88	

## Approval Signatures:

(7) Marshall Ledette  
 Employee Signature/Date  
 (8) [Signature] 3/5/2008  
 Supervisor Signature/Date

The employee-supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: David Greer  
(2) Dates of Travel: 3/4/2008 - 3/7/2008  
(3) Destination: Crystal City, Virginia  
(4) Purpose: Resource Conservation Challenge Workshop  
(5) Reimbursing Organization: ASTSWMO

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 787.00	
Meals	\$ 116.59	
Lodging	\$ 664.80	
Parking	\$ 36.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 11.64	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1616.03	

### Approval Signatures:

(7) David Greer 3/24/08  
Employee Signature/Date

(8) [Signature] 3/24/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Allan Posnick  
(2) Dates of Travel: February 21-22, 2008  
(3) Destination: Washington, D.C.  
(4) Purpose: Participate in ASTSWMO State/Federal Issues  
Coordination Focus Group  
(5) Reimbursing Organization: Assoc. of State and Territorial Solid Waste  
Management Officials ASTSWMO

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 18.75	
Rental Car	\$	
Air	\$ \$512	
Meals	\$ 52.50	
Lodging	\$ 460.00	
Parking	\$ 18.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 14.55	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1075.80	

Approval Signatures:

(7) Allan Posnick 5/19/08  
Employee Signature/Date  
(8) [Signature] 5/19/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount



## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Allan Posnick
- (2) Dates of Travel: June 10-12, 2007
- (3) Destination: Washington D.C.
- (4) Purpose: Attend ASTSWMO State/Federal Focus Group meeting
- (5) Reimbursing Organization: Association of State and Federal Solid Waste Mgmt Officials

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 17	
Rental Car	\$	
Air	\$ 551.60	
Meals	\$ 42	
Lodging	\$ 370	
Parking	\$ 18	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 16.50	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1015.10	

### Approval Signatures:

(7) Allan Posnick 2/29/08

Employee Signature/Date

(8) [Signature] 3/11/08

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

**To:** Posnick, Allan; Robles, Martha  
**Date:** 6/13/2007 3:45 PM  
**Subject:** A Psonick Request for 3rd Party Declaration form

---

Good Afternoon

The Travel Unit has on file a Third Party Reimbursement For Travel Expenses Review by Ethics Attorney approved form for Allan's travel to Washington June 10-12 2007, to attend the Navy Environmental Awards Ceremony. This is a friendly reminder the employee is responsible for submitting a Declaration of Third Party Reimbursement form (copy attached with instructions) **after reimbursement** from the Third Party to the Travel Unit, MC 181 or fax 239-6273.

Since this travel was very recent reimbursement has probably not been received yet and if so just please be reminded to submit the Declaration form in a timely manner once it is received.

The Declaration form is required by the Legal Division, Ethics Attorney to include in their report at the upcoming Commissioner's Agenda meeting. Please submit the Declaration for this trip if you have received reimbursement as soon as possible. Preferably by the close of business Friday June 15th since the Ethics Attorney has just requested all Declarations for this quarter be reported to them by Monday June 18.

A Declaration must be submitted even if the employee receives no direct monetary reimbursement from the Third Party but they pay for expenses on their behalf such as airfare or lodging, those expenses must be declared. If you are unsure of the dollar amount paid by the Third Party direct to a vendor(s) please contact the Third Party and request the information since estimates are not acceptable for the Ethics Attorney. Please contact me if you need further assistance.

Thanks

Pam Byas  
Financial Administration Division - Travel Unit  
Travel Accountant  
Office # 512-239-0256  
Fax # 512-239-6273

## **as - Your Declaration of 3rd Party expenses**

---

**From:** Pam Byas  
**To:** Posnick, Allan  
**Date:** 2/29/2008 5:09 PM  
**Subject:** Your Declaration of 3rd Party expenses

---

Good Afternoon

According to our files the Ethics Attorney approved you for reimbursement of third party expenses for travel dates 06/11- 06/12/07 by ASTSWMO. To date the Travel Unit has not received your Declaration of 3rd Party Reimbursement form for this trip. Please complete and submit the Declaration form attached as soon as possible if you have already been reimbursed for this travel even if expenses were paid on your behalf those must be declared. If you have not yet received reimbursement or did not take the trip please reply to this e-mail with that information for documentation.

Thanks

Pam Byas  
Financial Administration Division - Travel Unit  
Travel Accountant  
Office # 512-239-0256  
Fax # 512-239-6768

2332

# FOR TRAVEL EXPENSES ETHICS ATTORNEY

called 2-28  
will submit  
form  
serial  
via  
E mail

Agency Ethics Attorney's approval of Third-Party Reimbursement for travel information submitted was incomplete or inaccurate, any approval given will be void if you will be in violation of the Texas Commission on Environmental Quality's (TCEQ) policy that requires prior approval of the Agency's Ethics Attorney before receiving Third-Party reimbursement for travel expenses. Approval is based on, and limited to, the following information that you provided:

I, (1) Allan Posnick, attest by my signature that the purpose of the trip which is the to attend the State/Federal Coordination Focus Group meeting of the Association of State and Territorial Solid Waste Management Officials (ASTSWMO)

The proposed travel reimbursement is restricted to travel-related expenses: transportation, lodging and meals. I have checked the listing of contested case hearings before the TCEQ, and the entity reimbursing these travel expenses is not a party to a contested case hearing, nor has it been a party to a contested case hearing which has become final within the past thirty (30) days.

(3) Reimbursing Source: ASTSWMO

(4) Approval is Requested

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Single trip

Dates of travel:

June 11-12, 2007

Series of trips for above purpose for fiscal year

Open ended for this organization for above purpose.

(5)

Allan Posnick 5/9/07

Employee's Signature/Date

(6)

Sharon Steinfeldt 5/17/07

Division Director Signature/Date

- A. ☒ Approval for Third-Party Reimbursement is granted for this trip. Each trip must be approved separately. Direct reimbursement to employee is approved.
- B. ☐ Approval for Third-Party Reimbursement is granted for this series of trips for the purpose of open ended. Direct reimbursement to employee is approved.
- C. ☐ Approval for Third-Party Reimbursement is approved only if reimbursement is payable to TCEQ.
- D. ☐ Approval for Third-Party Reimbursement is **DENIED**.

Any approval granted applies only to the method of payment. The employee must obtain approval for the trip from his/her supervisor(s).

[Signature]  
Signature of Ethics Attorney

5/30/07  
Date

This form must be submitted for review and approval by the Ethics Attorney, General Law Division, MC 173, at least seven working days prior to the departure date. After review by the Ethics Attorney, the form with the Travel Authorization should be submitted to Financial Administration, Travel Unit, MC215 or fax to 239-6768. Once the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, a copy of the "Declaration of Third Party Reimbursement" form must be sent to the Travel Unit, Attention: Sharon Steinfeldt, MC215.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

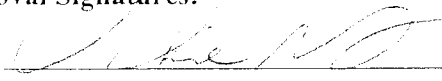
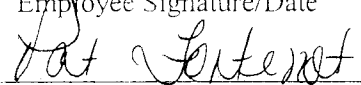
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Vickie Reat  
(2) Dates of Travel: March 17 - 19, 2008  
(3) Destination: Washington, D.C.  
(4) Purpose: ASTSWMO Sediments Focus Group Meeting  
(5) Reimbursing Organization: Association of State & Territorial Solid Waste Management Officials

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 14.16	Super Shuttle to hotel
Public Transportation	\$ 3.00	METRO
Rental Car	\$	
Air	\$ 443.00	
Meals	\$ 78.88	
Lodging	\$ 460.30	402.00 plus 58.30 in hotel tax
Parking	\$ 18.00	Austin airport
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 14.55	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1,031.89	

Approval Signatures:

(7)  4/14/08  
Employee Signature/Date  
(8)  4/14/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

# DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: George Blanchard  
(2) Dates of Travel: 4/28 - 5/1/2008  
(3) Destination: Nashville, TN  
(4) Purpose: 2008 Exchange Network National Meeting  
(5) Reimbursing Organization: ECOS - Environmental Council of States

RECEIVED  
JUN 10 2008  
TCEQ/Revenue Section

(6) **Itemized Expenses:** Please see attached form for details.

Description	Total	* Additional Comments
Fares:	\$	<i>as per attached spreadsheet</i>
Public Transportation	\$	<i>taxi 12.00</i>
Rental Car	\$	
Air	\$	<i>282.50</i>
Meals	\$	<i>114.93</i>
Lodging	\$	<i>469.32</i>
Parking	\$	<i>24.00</i>
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
<b>Grand Total</b>	<b>\$ 902.75</b>	<b><i>902.75 *</i></b>

## Approval Signatures:

(7) George Blanchard 6/10/08  
Employee Signature/Date

(8) [Signature] 6/10/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

# ECOS TRAVEL REIMBURSEMENT FORM

ADDRESS	George Blanchard
Name	Texas Commission on Environmental Quality
Organization	P.O. Box 13087 MC-197
Address	Austin TX 78711-3087
City/State/ZIP	512-239-3687
Phone	512-239-0888
Fax	gblancha@tceq.state.tx.us
Email	

**Instructions:**  
 \*\*\*\*\*PLEASE COMPLETE ELECTRONICALLY  
 Type in the requested information. Calculations will be done.  
 Please mail a signed hard copy of this completed form and original receipts for all items \$25 and more to ECOS for reimbursement.  
**Mail to:**  
 ECOS - ATTN: Kurt Rakouskas  
 444 North Capitol Street, NW  
 Suite 445  
 Washington, DC 20001 Phone: (202) 624-3660

Meeting Name (specify): 2008 Exchange Network National Meeting  
 Meeting Location and Dates (specify): Nashville, TN - April 29-May 1, 2008

Travel Start and End Dates and Times (specify):

Dates of Trip (m/d/y)	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	TOTALS
4/28/2008	4/29/2008	4/30/2008	5/1/2008							

TRANSPORTATION

Air/Train Fare	141.25			141.25						282.50
Personal Car Mileage										
Mileage Charges				12.00						12.00
Taxi/Van/Metro				24.00						24.00
Airport Parking										
Transportation Subtotal	141.25			177.25						318.50

MEALS & INCIDENTALS (M&IE): See GSA page for per diem rates: <http://www.gsa.gov/Portal/gsa/ep/content/View.do?contentId=17943&contentIdType>

	Provided	Provided	Provided							
Breakfast		9.51	9.67	15.00						34.18
Lunch		26.00	18.61	26.11						70.72
Dinner		1.74	3.00	3.00	2.29					10.03
Incidentals										
M&IE Subtotal	27.74	31.12	38.78	17.29						114.93

HOTEL AND OTHER (Please specify "other" charges)										
Hotel	156.44	156.44	156.44							469.32
Shipping										
Other										
Hotel and Other Subtotal	156.44	156.44	156.44							469.32
GRAND TOTAL AMOUNT OWED										902.75

Current rate is \$ 0.485 per mile  
 I certify that the above claim is correct and in accordance with ECOS Travel Policy (Please sign and date):  
 Make Check Payable To: George G Blanchard  
 Mail Check to: ☐ Address on File or ☒ Above Address (NEW USERS ONLY)

*George G Blanchard* 5/20/08

OFFICE USE ONLY	
APPROVED	
CODE	
CHECK #	

M&IE Breakdown	\$39	\$44	\$49	\$54	\$59	\$64
Breakfast	7	8	9	10	11	12
Lunch	11	12	13	14	16	18
Dinner	18	21	24	26	29	31
Incidentals	3	3	3	3	3	3



ECOS

Payee GEORGE G BLANCHARD  
Vendor ID BLANCHARDG

Account #:

17255  
06/02/2008

Invoice	Description	Discount	Amount
BLA080520	Georg Blanchard-08 Exchange Network Nat...	\$0.00	\$902.75

Total : \$0.00 \$902.75



ECS

ENVIRONMENTAL COUNCIL OF THE STATES  
444 N. CAPITOL ST. NW SUITE 445  
WASHINGTON, DC 20001  
(202) 624-3660

WACHOVIA BANK

15-12/540

17255

DATE

AMOUNT

\$

Nine hundred two and 75/100 DOLLARS

06/02/2008

\$902.75

VOID AFTER 90 DAYS

PAY  
TO THE  
ORDER  
OF

GEORGE G BLANCHARD  
TEXAS COMMISSION ON ENVIRONMENTAL QUALITY  
1000 BOWLING GREEN BLVD  
AUSTIN, TX 78703-0003

⑈017255⑈ ⑈054001220⑈2030000009612⑈

*George G. Blanchard*  
Director, Texas Commission on Environmental Quality

Additional Features included:

Details on Back



## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Carlos Rubinstein, Area Director

(2) Dates of Travel: April 15 - 17, 2008

(3) Destination: Washington, DC

(4) Purpose: Attend and Participate in the EPA's NAFTA Government Advisory Committee meeting.

(5) Reimbursing Organization: EPA

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 358.00	★ Paid Directly by EPA
Meals	\$ 166.00	
Lodging	\$ 446.22	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 28.28	56 mi. * 50.5
Seminar Registration/fees	\$	
Misc. (Describe under comments)	\$ 34.00	Intra-City Expenses: Airport to Hotel - \$10.00, Airport (Hotel) Parking - \$24.00

Grand Total \$ 674.50 + 358.00 ★ = \$ 1032.50

Approval Signatures:

(7)

Employee Signature/Date

(8)

Supervisor Signature/Date

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

6-17-08

(1) Employee's Name: BEN KNAPE  
(2) Dates of Travel: 02-25- 27, 2008  
(3) Destination: WASHINGTON D C  
(4) Purpose: TO ATTEND THE GROUNDWATER PROTECTION COUNCIL MEETING.  
(5) Reimbursing Organization: GWPC

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 61.00	
Public Transportation	\$ 118.00	
Rental Car	\$	
Air	\$ 592.00	
Meals	\$ 131.00	
Lodging	\$ 498.00	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ \$1,400.00	

### Approval Signatures:

(7) Ben Knape 3/14/08  
Employee Signature/Date

(8) Katherine Nelson 3/17/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Malcolm P. Bynum

(2) Dates of Travel: April 14 - 18, 2008

(3) Destination: Oklahoma City, OK

(4) Purpose: Spring 2008 Conference and Board of Directors Meeting

(5) Reimbursing Organization: Southern Environmental Enforcement Network

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$	
Meals	\$ 170.00	
Lodging	\$ 340.00	
Parking	\$ 40.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 389.86	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 939.86	

### Approval Signatures:

(7) Mal P Bynum 6/3/08  
Employee Signature/Date

(8) Mal P Bynum 6/5/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Financial Administration, Travel Unit MC215

(1) Employee's Name: Roberta L. Grant

(2) Dates of Travel: 12-04-07 to 12-07-07

(3) Destination: Orlando, FL

(4) Purpose: Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels

(5) Reimbursing Organization: USEPA

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 69.00	
Rental Car	\$	
Air	\$	
Meals	\$ 171.50	
Lodging	\$ 334.14	
Parking	\$ 24.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 15.52	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 614.16	

### Approval Signatures:

(7) Roberta L. Grant 5-7-08

Employee Signature/Date

(8) [Signature] 3-7-08

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

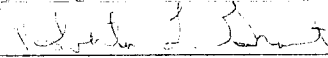
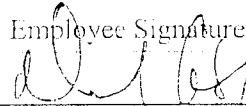
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Financial Administration, Travel Unit MC215

(1) Employee's Name:	Roberta L. Grant
(2) Dates of Travel:	3-2-08 to 3-5-08
(3) Destination:	Alexandria, VA
(4) Purpose:	Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels (NAC/AEGL-45)
(5) Reimbursing Organization:	USEPA

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 2.70	
Rental Car	\$	
Air	\$	
Meals	\$ 224.00	
Lodging	\$ 825.69	
Parking	\$ 24.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 14.56	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1090.95	

### Approval Signatures:

(7)		3-25-08
	Employee Signature/Date	
(8)		3-25-08
	Supervisor Signature/Date	

The employee-supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Stephen M. Niemeyer, P.E.  
(2) Dates of Travel: April 9-11, 2008  
(3) Destination: San Diego, California  
(4) Purpose: Support Chairman Garcia in his role as representative at a meeting of the Environment Water Table of the Border Governors Conference and moderate the meeting  
(5) Reimbursing Organization: Western Governors Association

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 756.25	
Meals	\$ 29.71	
Lodging	\$ 247.50	
Parking	\$ 20.99	
Other:		
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1054.45	

### Approval Signatures:

(7) SM Niemeyer 5/14/08  
Employee Signature/Date

(8) [Signature] 5/15/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source

# **Exhibit D**

# Texas Commission On Environmental Quality

## INTEROFFICE MEMORANDUM

**To:** Mark R. Vickery, P.G.  
Executive Director

**Date:** June 17, 2008

**From:** David Timberger, Personnel Attorney  
General Law Division

Kevin McCalla, Director KM  
General Law Division

Stephanie Bergeron Perdue, Deputy Director  
Office of Legal Services

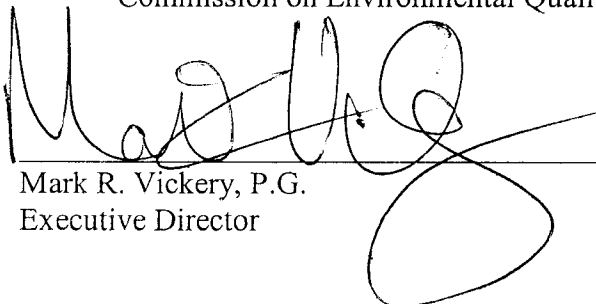
**Caption:** **Docket No. 2008-0942-MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90<sup>th</sup> day after the date the gift is accepted. Chapter 575 further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

Before the Commission can acknowledge the acceptance of gifts and donations with a value of \$500 or more listed in Exhibit "B", the gifts must be accepted by the agency.

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." Your signature below is needed to "accept" the aforementioned and referenced exhibits. We recommend you sign this form and accept the gifts.

I acknowledge and accept the gifts listed in Exhibit "B", on behalf of the Texas Commission on Environmental Quality.



Mark R. Vickery, P.G.  
Executive Director

Date: 6-20-08



# Texas Commission On Environmental Quality

## INTEROFFICE MEMORANDUM

**To:** Mark R. Vickery, P.G.  
Executive Director

**Date:** June 17, 2008

**From:** David Timberger, Personnel Attorney  
General Law Division

Kevin McCalla, Director  
General Law Division

Stephanie Bergeron Perdue, Deputy Director  
Office of Legal Services

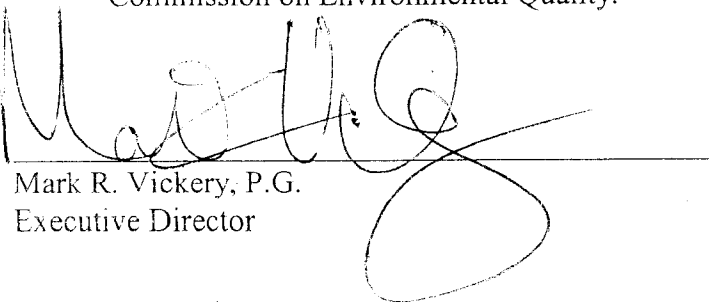
**Caption:** **Docket No. 2008-0942-MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90<sup>th</sup> day after the date the gift is accepted. Chapter 575 further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

Before the Commission can acknowledge the acceptance of gifts and donations with a value of \$500 or more listed in Exhibit "B", the gifts must be accepted by the agency.

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." Your signature below is needed to "accept" the aforementioned and referenced exhibits. We recommend you sign this form and accept the gifts.

I acknowledge and accept the gifts listed in Exhibit "B", on behalf of the Texas Commission on Environmental Quality.



Mark R. Vickery, P.G.  
Executive Director

Date: 6-20-08

# **Exhibit A**

## **CHAPTER 575. ACCEPTANCE OF GIFT BY STATE AGENCY**

### **§ 575.001. Definitions**

In this chapter:

(1) "Gift" means a donation of money or property.

(2) "State agency" means a board, commission, council, committee, department, office, agency, or other governmental entity in the executive or judicial branch of state government. The term does not include an institution of higher education as defined by Section 61.003, Education Code.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### **§ 575.002. Gifts of \$500 or More**

This chapter applies only to a gift that has a value of \$500 or more.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### **§ 575.003. Acceptance of Gift by State Agency Governing Board**

A state agency that has a governing board may accept a gift only if the agency has the authority to accept the gift and a majority of the board, in an open meeting, acknowledges the acceptance of the gift not later than the 90th day after the date the gift is accepted.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997. Amended by Acts 1999, 76th Leg., ch. 143, § 1, eff. Sept. 1, 1999.

### **§ 575.004. Record of Gift**

A state agency that accepts a gift must record the name of the donor, a description of the gift, and a statement of the purpose of the gift in:

(1) the minutes of the governing board of the agency; or

(2) appropriate agency records, if the agency does not have a governing board.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### **§ 575.005. Acceptance of Gift From Party to Contested Case Prohibited**

A state agency may not accept a gift from a person who is a party to a contested case before the agency until the 30th day after the date the decision in the case becomes final under Section 2001.144. In this section, "contested case" has the meaning assigned by Section 2001.003.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

# **Exhibit B**

## OVER \$500.00

June 2008

REIMBURSING ORGANIZATION NAME	TRAVELERS	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	DATE RECEIVED	REIMBURSED	REIMBURSED TOTAL
"Association of State Drinking Water Administrators - AOSDWA"	Kunze, Jeffrey	01/22/08-01/25/08	New Orleans, LA	Attend the AOSDWA Security Coordinators Workshop	03/25/08	Public Transport: \$33.00 Air: \$442.75 Meals: \$108.44 Lodging: \$406.41 Parking: \$24.00	\$1,014.60
Association of State and Territorial Solid Waste Management Officials - ASTSWMO	Cedilote, Marshall	11/08/07-11/09/07	Washington, D.C.	ASTSWMO Focus Group Meeting	03/06/08		\$1,450.88
						Fares: \$62.05 Air: \$749.60 Meals: \$178.93 Lodging: \$460.30	
ASTSWMO	Greer, David	03/04/08-03/07/08	Crystal City, VA	Resource Conservation Challenge Workshop	03/24/08	Air: \$787.00 Meals: \$116.59 Lodging: \$664.80 Parking: \$36.00 Mileage: \$11.64	\$1,616.03

ASTSWMO	Posnick, Allan	02/21/08-02/22/08	Washington, D.C.	Participate in ASTSWMO State/Federal Issues Coordination Focus Group	05/19/08	Transportation: \$18.75 Air: \$512.00 Meals: \$52.50 Lodging: \$460.00 Parking: \$18.00 Mileage: \$14.55	\$1,075.80
ASTSWMO	Posnick, Allan	06/10/07-06/12/07	Washington, D.C.	Attend ASTSWMO State/Federal Focus Group Meeting	03/11/08	Transportation: \$17.00 Air: \$551.60 Meals: \$42.00 Lodging: \$370.00 Parking: \$18.00 Mileage: \$16.50	\$1,015.10
ASTSWMO	Reat, Vickie	03/17/08-03/19/08	Washington, D.C.	ASTSWMO Sediments Focus Group Meeting	04/14/08	Fares: \$14.16 Transportation: \$3.00 Air: \$443.00 Meals: \$78.88 Lodging: \$460.30 Parking: \$18.00 Mileage: \$14.55	\$1,031.89
ECOS- Environmental Council of States	Blanchard, George	04/28/08-05/01/08	Nashville, TN	2008 Exchange Network National Meeting	06/10/08	Taxi: \$12.00 Air: \$282.50 Meals: \$114.93 Lodging: \$469.32 Parking: \$24.00	\$902.75

EPA- Environmental Protection Agency	Rubinstein, Carlos	04/15/08-04/17/08	Washington, D.C.	Attend and Participate in the EPA's NAFTA Government Advisory Committee Meeting	06/03/08	Air: \$358.00 Meals: \$166.00 Lodging: \$446.22 Mileage: \$28.28 Misc: \$34.00	\$1,032.50
GWPC- Ground Water Protection Council	Knape, Ben	02/25/08-02/27/08	Washington, D.C.	To Attend the GWPC Meeting	03/19/08	Fares: \$61.00 Transportation: \$118.00 Air: \$592.00 Meals: \$131.00 Lodging: \$498.00	\$1,400.00
Southern Environmental Enforcement Network	Bynum, Malcolm P.	04/14/08-04/18/08	Oklahoma City, OK	Spring 2008 Conference and Board of Directors Meeting	06/05/08	Meals: \$170.00 Lodging: \$340.00 Parking: \$40.00 Mileage: \$389.86	\$939.86
USEPA	Grant, Roberta L.	12/04/07-12/07/07	Orlando, FL	Attend a National Advisory Committee Meeting to develop chemical-specific Acute Exposure Guideline Levels	03/10/08	Transportation: \$69.00 Meals: \$171.50 Lodging: \$334.14 Parking: \$24.00 Mileage: \$15.52	\$614.16

USEPA	Grant, Roberta L.	03/05/08-03/05/08	Alexandria, VA	Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels (NAC/AEGL- 45)	03/26/08				\$1,090.95
						Transportation:	\$2.70		
						Meals:	\$224.00		
						Lodging:	\$825.69		
						Parking:	\$24.00		
						Mileage:	\$14.56		
Western Governors Association	Niemeyer, Stephen M.	04/09/08-04/11/08	San Diego, CA	Support Chairman Garcia in his role as representative at a meeting of the Environment Water Table of the Border Governors Conference and moderate the meeting	05/20/08				
						Air:	\$756.25		\$1,054.45
						Meals:	\$29.71		
						Lodging:	\$247.50		
						Parking:	\$20.99		
						TOTALS:	\$14,238.97		\$14,238.97



# **Exhibit C**

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

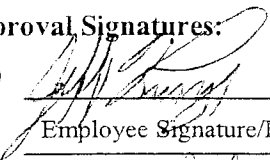
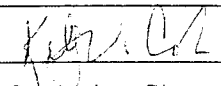
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

(1) Employee's Name: Jeffrey Kunze  
(2) Dates of Travel: 01/22/08 -01/25/08  
(3) Destination: New Orleans, LA  
(4) Purpose: Attend The Association of State Drinking Water Administrator's Security Coordinators Workshop  
(5) Reimbursing Organization: Association of State Drinking Water Administrators

**(6) Itemized Expenses:**

Description	Total	Additional Comments
<b>Fares:</b>	\$	
Public Transportation	\$ 33.00	
Rental Car	\$	
Air	\$ 442.75	
<b>Meals</b>	\$ 108.44	
<b>Lodging</b>	\$ 406.41	
<b>Parking</b>	\$ 24.00	
<b>Other:</b>		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
<b>Grand Total</b>	<b>\$ 1014.60</b>	

**Approval Signatures:**

(7)  3/17/08  
Employee Signature/Date  
(8)  3/24/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

TCEQ-10051 (Rev. 01/2007)

# DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Marshall Ledette  
(2) Dates of Travel: November 8-9, 2007  
(3) Destination: Washington DC  
(4) Purpose: ASTSOWMIA Focus Group Meeting  
(5) Reimbursing Organization: ASTSOWMIA

## (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 62.05	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 749.60	
Meals	\$ 178.93	
Lodging	\$ 460.30	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1450.88	

## Approval Signatures:

(7) Marshall Ledette

Employee Signature/Date

(8) [Signature]

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

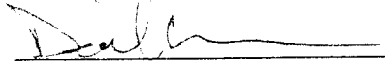
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

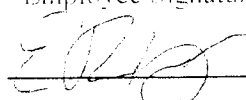
(1) Employee's Name: David Greer  
(2) Dates of Travel: 3/4/2008 - 3/7/2008  
(3) Destination: Crystal City, Virginia  
(4) Purpose: Resource Conservation Challenge Workshop  
(5) Reimbursing Organization: ASTSWMO

### (6) Itemized Expenses:

Description	Total	Additional Comments
<b>Fares:</b>	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 787.00	
Meals	\$ 116.59	
Lodging	\$ 664.80	
Parking	\$ 36.00	
<b>Other:</b>		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 11.64	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
<b>Grand Total</b>	<b>\$ 1616.03</b>	

### Approval Signatures:

(7)  3/24/08  
Employee Signature/Date

(8)  3/24/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Allan Posnick  
(2) Dates of Travel: February 21-22, 2008  
(3) Destination: Washington, D.C.  
(4) Purpose: Participate in ASTSWMO State/Federal Issues  
Coordination Focus Group  
(5) Reimbursing Organization: Assoc. of State and Territorial Solid Waste  
Management Officials *ASTSWMO*

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 18.75	
Rental Car	\$	
Air	\$ 512	
Meals	\$ 52.50	
Lodging	\$ 460.00	
Parking	\$ 18.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 14.55	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1075.80	

### Approval Signatures:

(7) *Allan Posnick* 5/19/08  
Employee Signature/Date  
(8) *[Signature]* 5/19/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

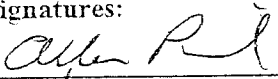
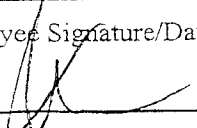
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Allan Posnick  
(2) Dates of Travel: June 10-12, 2007  
(3) Destination: Washington D.C.  
(4) Purpose: Attend ASTSWMO State/Federal Focus Group meeting  
(5) Reimbursing Organization: Association of State and Federal Solid Waste Mgmt Officials

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 17	
Rental Car	\$	
Air	\$ 551.60	
Meals	\$ 42	
Lodging	\$ 370	
Parking	\$ 18	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 16.50	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1015.10	

### Approval Signatures:

(7)  2/29/08  
Employee Signature/Date  
(8)  3/11/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

**To:** Posnick, Allan; Robles, Martha  
**Date:** 6/13/2007 3:45 PM  
**Subject:** A Psonick Request for 3rd Party Declaration form

---

Good Afternoon

The Travel Unit has on file a Third Party Reimbursement For Travel Expenses Review by Ethics Attorney approved form for Allan's travel to Washington June 10-12 2007, to attend the Navy Environmental Awards Ceremony. This is a friendly reminder the employee is responsible for submitting a Declaration of Third Party Reimbursement form (copy attached with instructions) **after reimbursement** from the Third Party to the Travel Unit, MC 181 or fax 239-6273.

Since this travel was very recent reimbursement has probably not been received yet and if so just please be reminded to submit the Declaration form in a timely manner once it is received.

The Declaration form is required by the Legal Division, Ethics Attorney to include in their report at the upcoming Commissioner's Agenda meeting. Please submit the Declaration for this trip if you have received reimbursement as soon as possible. Preferably by the close of business Friday June 15th since the Ethics Attorney has just requested all Declarations for this quarter be reported to them by Monday June 18.

A Declaration must be submitted even if the employee receives no direct monetary reimbursement from the Third Party but they pay for expenses on their behalf such as airfare or lodging, those expenses must be declared. If you are unsure of the dollar amount paid by the Third Party direct to a vendor(s) please contact the Third Party and request the information since estimates are not acceptable for the Ethics Attorney. Please contact me if you need further assistance.

Thanks

Pam Byas  
Financial Administration Division - Travel Unit  
Travel Accountant  
Office # 512-239-0256  
Fax # 512-239-6273

**as - Your Declaration of 3rd Party expenses**

---

**From:** Pam Byas  
**To:** Posnick, Allan  
**Date:** 2/29/2008 5:09 PM  
**Subject:** Your Declaration of 3rd Party expenses

---

Good Afternoon

According to our files the Ethics Attorney approved you for reimbursement of third party expenses for travel dates 06/11- 06/12/07 by ASTSWMO. To date the Travel Unit has not received your Declaration of 3rd Party Reimbursement form for this trip. Please complete and submit the Declaration form attached as soon as possible if you have already been reimbursed for this travel even if expenses were paid on your behalf those must be declared. If you have not yet received reimbursement or did not take the trip please reply to this e-mail with that information for documentation.

Thanks

Pam Byas  
Financial Administration Division - Travel Unit  
Travel Accountant  
Office # 512-239-0256  
Fax # 512-239-6768



2332

# FOR TRAVEL EXPENSES ETHICS ATTORNEY

called 2-28  
will submit  
form  
send  
via  
E mail

Agency Ethics Attorney's approval of Third-Party Reimbursement for travel requires prior approval of the Texas Commission on Environmental Quality's (TCEQ) policy that requires prior approval of the Agency's Ethics Attorney before receiving Third-Party reimbursement for travel expenses. Approval is based on, and limited to, the following information that you provided:

I, (1) Allan Posnick, attest by my signature that the purpose of the trip which is the to attend the State/Federal Coordination Focus Group meeting of the Association of State and Territorial Solid Waste Management Officials (ASTSWMO)

The proposed travel reimbursement is restricted to travel-related expenses: transportation, lodging and meals. I have checked the listing of contested case hearings before the TCEQ, and the entity reimbursing these travel expenses is not a party to a contested case hearing, nor has it been a party to a contested case hearing which has become final within the past thirty (30) days.

(3) Reimbursing Source: ASTSWMO

(4) Approval is Requested

☒

Single trip

Dates of travel:

June 11-12, 2007

☐

Series of trips for above purpose for fiscal year

☐

Open ended for this organization for above purpose.

(5)

Allan Posnick 5/9/07

Employee's Signature/Date

(6)

Alan H. Hartig 5/17/07

Division Director Signature/Date

- A. ☒ Approval for Third-Party Reimbursement is granted for this trip. Each trip must be approved separately. Direct reimbursement to employee is approved.
- B. ☐ Approval for Third-Party Reimbursement is granted for this series of trips for the purpose of open ended. Direct reimbursement to employee is approved.
- C. ☐ Approval for Third-Party Reimbursement is approved only if reimbursement is payable to TCEQ.
- D. ☐ Approval for Third-Party Reimbursement is **DENIED**.

Any approval granted applies only to the method of payment. The employee must obtain approval for the trip from his/her supervisor(s).

[Signature]  
Signature of Ethics Attorney

5/30/07  
Date

This form must be submitted for review and approval by the Ethics Attorney, General Law Division, MC 173, at least seven working days prior to the departure date. After review by the Ethics Attorney, the form with the Travel Authorization should be submitted to Financial Administration, Travel Unit, MC215 or fax to 239-6768. Once the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, a copy of the "Declaration of Third Party Reimbursement" form must be sent to the Travel Unit, Attention: Sharon Steinfeldt, MC215.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

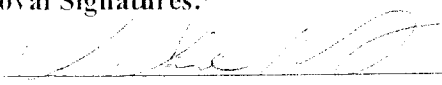
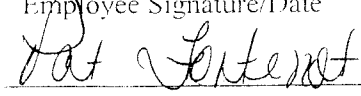
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Vickie Reat  
(2) Dates of Travel: March 17 - 19, 2008  
(3) Destination: Washington, D.C.  
(4) Purpose: ASTSWMO Sediments Focus Group Meeting  
(5) Reimbursing Organization: Association of State & Territorial Solid Waste Management Officials

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 14.16	Super Shuttle to hotel
Public Transportation	\$ 3.00	METRO
Rental Car	\$	
Air	\$ 443.00	
Meals	\$ 78.88	
Lodging	\$ 460.30	402.00 plus 58.30 in hotel tax
Parking	\$ 18.00	Austin airport
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 14.55	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1,031.89	

### Approval Signatures:

(7)  4/4/08  
Employee Signature/Date  
(8)  4/4/08  
Supervisor Signature/Date

The employee-supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: George Blanchard  
(2) Dates of Travel: 4/28 - 5/1/2008  
(3) Destination: Nashville, TN  
(4) Purpose: 2008 Exchange Network National Meeting  
(5) Reimbursing Organization: ECOS - Environmental Council of States

RECEIVED

JUN 10 2008

TCEQ/Revenue Section

(6) Itemized Expenses: Please see attached form for details.

Description	Total	* Additional Comments
Fares:	\$	<i>as per attached spreadsheet</i>
Public Transportation	\$	<i>taxi 12.00</i>
Rental Car	\$	
Air	\$	<i>282.50</i>
Meals	\$	<i>114.93</i>
Lodging	\$	<i>469.32</i>
Parking	\$	<i>24.00</i>
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 902.75	<i>902.75 *</i>

### Approval Signatures:

(7) George Blanchard 6/10/08

Employee Signature/Date

(8) [Signature] 4/10/08

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

# ECOS TRAVEL REIMBURSEMENT FORM

**ADDRESS**

Name: George Blanchard  
 Organization: Texas Commission on Environmental Quality  
 Address: P.O. Box 13087 MC-197  
 City/State/ZIP: Austin TX 78711-3087  
 Phone: 512-239-3687  
 Fax: 512-239-0888  
 Email: gblancha@tceq.state.tx.us

**Instructions:**  
 \*\*\*\*\*PLEASE COMPLETE ELECTRONIC\*\*\*\*\*  
 Type in the requested information. Calculations will be done.  
 Please mail a signed hard copy of this completed form and original receipts for all items \$25 and more to ECOS for reimbursement.  
 Mail to:  
 ECOS - ATTN: Kurt Rakouskas  
 444 North Capitol Street, NW  
 Suite 445  
 Washington, DC 20001 Phone: (202) 624-3660

Meeting Name (specify): 2008 Exchange Network National Meeting  
 Meeting Location and Dates (specify): Nashville, TN - April 29-May 1, 2008

Travel Start and End Dates and Times (specify):

Dates of Trip (m/d/y)	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	TOTALS
4/28/2008	4/29/2008	4/30/2008	5/1/2008							

## TRANSPORTATION

Air/Train Fare	141.25			141.25						282.50
Personal Car Mileage										
Mileage Charges*										
Taxi/Van/Metro				12.00						12.00
Airport Parking				24.00						24.00
Transportation Subtotal	141.25			177.25						318.50

## MEALS & INCIDENTALS (M&I): See GSA page for per diem rates:

	Provided	Provided	Provided	Provided		
Breakfast		9.51	9.67	15.00		34.18
Lunch		26.00	18.61	26.11		70.72
Dinner		1.74	3.00	3.00		10.03
Incidentals		27.74	31.12	38.78		114.93
M&I Subtotal		156.44	156.44	156.44		469.32

## HOTEL AND OTHER (Please specify "other" charges)

Hotel	156.44	156.44	156.44			469.32
Shipping						
Other						
Hotel and Other Subtotal	156.44	156.44	156.44			469.32
GRAND TOTAL AMOUNT OWED						902.75

I certify that the above claim is correct and in accordance with ECOS Travel Policy (Please sign and date):  
 Make Check Payable To: George G Blanchard

Mail Check to: ☐ Address on File OR ☒ Above Address (NEW USERS ONLY)

M&I Breakdown	\$39	\$44	\$49	\$54	\$59	\$64
Breakfast	7	8	9	10	11	12
Lunch	11	12	13	14	16	18
Dinner	18	21	24	26	29	31
Incidentals	3	3	3	3	3	3



**OFFICE USE ONLY**

APPROVED \_\_\_\_\_

CHECK # \_\_\_\_\_

sign for leave  
 of sign date  
 W. J. J. J.

Payee GEORGE G BLANCHARD  
Vendor ID BLANCHARDG

Account #:

17255  
06/02/2008

Invoice	Description	Discount	Amount
BLA080520	Georg Blanchard-108 Exchange Network Nat...	\$0.00	\$902.75

Total : \$0.00 \$902.75



ECS

ENVIRONMENTAL COUNCIL OF THE STATES  
444 N CAPITOL ST NW SUITE 445  
WASHINGTON, DC 20001  
(202) 624-3660

WACHOVIA BANK

15-122540 17255  
DATE

AMOUNT

Nine Hundred Two and 75/100 Dollars

\$

06/02/2008 \$902.75

PAY TO THE ORDER OF

VOID AFTER 90 DAYS

GEORGE G BLANCHARD  
TEXAS COMMISSION ON ENVIRONMENTAL QUALITY  
5001 W. 150th Street  
Houston, TX 77050-9000

⑆017255⑆⑆054001220⑆2030000004612⑆

*George G. Blanchard*  
Signature

# DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Carlos Rubinstein, Area Director  
 (2) Dates of Travel: April 15 - 17, 2008  
 (3) Destination: Washington, DC  
 (4) Purpose: Attend and Participate in the EPA's NAFTA Government Advisory Committee meeting.  
 (5) Reimbursing Organization: EPA

## (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 358.00	★ Paid Directly by EPA
Meals	\$ 166.00	
Lodging	\$ 446.22	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 28.28	56 mi. * 50.5
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 34.00	Intra-City Expenses: Airport to Hotel - \$10.00, Airport (Hotel) Parking - \$24.00

Grand Total \$ 674.50 + 358.00 ★ = \$ 1032.50

## Approval Signatures:

(7)

Employee Signature/Date

(8)

Supervisor Signature/Date

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

6768

(1) Employee's Name: BEN KNAPE  
(2) Dates of Travel: 02-25- 27, 2008  
(3) Destination: WASHINGTON D C  
(4) Purpose: TO ATTEND THE GROUNDWATER PROTECTION COUNCIL MEETING.  
(5) Reimbursing Organization: GWPC

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 61.00	
Public Transportation	\$ 118.00	
Rental Car	\$	
Air	\$ 592.00	
Meals	\$ 131.00	
Lodging	\$ 498.00	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ \$1,400.00	

Approval Signatures:

(7) Ben Knape 3/14/08  
Employee Signature/Date

(8) Katherine Nelson 3/17/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Malcolm P. Bynum  
(2) Dates of Travel: April 14 - 18, 2008  
(3) Destination: Oklahoma City, OK  
(4) Purpose: Spring 2008 Conference and Board of Directors Meeting  
(5) Reimbursing Organization: Southern Environmental Enforcement Network

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$	
Meals	\$ 170.00	
Lodging	\$ 340.00	
Parking	\$ 40.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 389.86	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 939.86	

### Approval Signatures:

(7) [Signature] 6/3/08  
Employee Signature/Date  
(8) [Signature] 6/5/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.



## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Financial Administration, Travel Unit MC215

(1) Employee's Name: Roberta L. Grant  
(2) Dates of Travel: 12-04-07 to 12-07-07  
(3) Destination: Orlando, Fl  
(4) Purpose: Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels  
(5) Reimbursing Organization: USEPA

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 69.00	
Rental Car	\$	
Air	\$	
Meals	\$ 171.50	
Lodging	\$ 334.14	
Parking	\$ 24.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 15.52	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 614.16	

### Approval Signatures:

(7) Roberta L. Grant 3-7-08

Employee Signature/Date

(8) [Signature] 3-7-08

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT


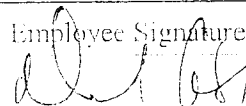
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Financial Administration, Travel Unit MC215

(1) Employee's Name:	Roberta L. Grant
(2) Dates of Travel:	3-2-08 to 3-5-08
(3) Destination:	Alexandria, VA
(4) Purpose:	Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels (NAC/AEGL-45)
(5) Reimbursing Organization:	USEPA

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 2.70	
Rental Car	\$	
Air	\$	
Meals	\$ 224.00	
Lodging	\$ 825.69	
Parking	\$ 24.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 14.56	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1090.95	

### Approval Signatures:

(7)		3-25-08
	Employee Signature/Date	
(8)		3-25-08
	Supervisor Signature/Date	

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

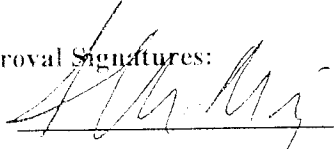
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

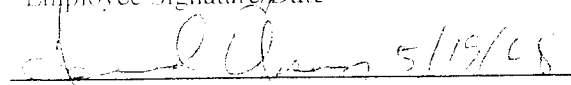
(1) Employee's Name: Stephen M. Niemeyer, P.E.  
(2) Dates of Travel: April 9-11, 2008  
(3) Destination: San Diego, California  
(4) Purpose: Support Chairman Garcia in his role as representative at a meeting of the Environment Water Table of the Border Governors Conference and moderate the meeting  
(5) Reimbursing Organization: Western Governors Association

### (6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 756.25	
Meals	\$ 29.71	
Lodging	\$ 247.50	
Parking	\$ 20.99	
Other:		
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 1054.45	

Approval Signatures:

(7)  5/14/08  
Employee Signature/Date

(8)  5/19/08  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.